



Lesson Plan

Interviewing Tips 101

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STUDENT LEARNING OBJECTIVES:

After completing these activities, students will...

1. Discover tips and tricks to improve their job interviewing skills.
2. Demonstrate their job interviewing skills.

TIME REQUIRED: 30 minutes

RESOURCES:

1. FFA.org
2. Article: "Top 10 Job Interview Tips and Tricks," <http://theundercoverrecruiter.com/top-10-job-interview-tips-and-tricks/>

EQUIPMENT AND SUPPLIES NEEDED:

1. A copy of the "Job Interview Tips and Tricks" worksheet for each student.
2. Internet access for students to see the article or copies for each student.

THIS QUICK LESSON PLAN WOULD WORK WELL AS:

1. Part of a career unit
2. Part of a job interview lesson/unit

THESE ACTIVITIES ARE ALIGNED TO THE FOLLOWING STANDARDS:

FFA Precept

- FFA.PL-A.Action: Assume responsibility and take the necessary steps to achieve the desired results, no matter what the goal or task at hand.
- FFA.PL-F.Continuous Improvement: Accept responsibility for learning and personal growth.
- FFA.PG-I.Professional Growth: Assume responsibility for attaining and improving upon the skills needed for career success.
- FFA.PG-J.Mental Growth: Embrace cognitive and intellectual development relative to reasoning, thinking, and coping.
- FFA.CS-M.Communication: Effectively interact with others in personal and professional settings.

AFNR Cluster Skills

- CS.05. Describe career opportunities and means to achieve those opportunities in each of the Agriculture, Food & Natural Resources career pathways.

Common Core - Writing

- CCSS.ELA-Literacy.W.9-10.2 Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content.

Common Core - Speaking and Listening

- CCSS.ELA-Literacy.SL.9-10.1 Initiate and participate effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with diverse partners on grades 9-10 topics, texts, and issues, building on others' ideas and expressing their own clearly and persuasively.
- CCSS.ELA-Literacy.SL.9-10.2 Integrate multiple sources of information presented in diverse media or formats (e.g., visually, quantitatively, orally) evaluating the credibility and accuracy of each source.

AFNR Career Ready Practices

- CRP.02. Apply appropriate academic and technical skills. Career-ready individuals readily access and use the knowledge and skills acquired through experience and education to be more productive.
- CRP.04. Communicate clearly, effectively, and with reason. Career-ready individuals communicate thoughts, ideas and action plans with clarity, whether using written, verbal and/or visual methods.
- CRP.10. Plan education and career path aligned to personal goals. Career-ready individuals take personal ownership of their own educational and career goals, and the regularly act on a plan to attain these goals.

Partnership for 21st Century Skills

- Communication
- Initiative and Self-direction

- Leadership and Responsibility

LESSON PLAN:

1. *Introduction:* To help students understand the necessity of acquiring and practicing effective interview skills, ask them the following questions:
 - a. "How many of you like to get new things like clothing, phones, music and cars?"
 - b. "In order to get new items, what does it take?" (Help them get to the response, money).
 - c. "How many of you have to buy your own items right now?"
 - d. Eventually, all of you will be paying for your own *new* items, which will only be made possible from the money you make in a job or career. "As a result, how do you plan to convince an employer to hire you when you're in an interview?"
2. *Activity:* Each student needs a copy of the handout, "Job Interview Tips and Tricks."
 - a. Give students a copy of the "Top 10 Job Interview Tips and Tricks." The direct URL is <http://theundercoverrecruiter.com/top-10-job-interview-tips-and-tricks>. Have the students read the article and complete the worksheet.
3. *Follow Up:* At the completion of the activity, have the students share what they learned about job interviews. Have students share personal experiences if they have gone through job interviews.
4. *Leveling Up:* Work with your advisory group, local alumni or general business professionals in the community to conduct mock interviews with the students and provide feedback. Allowing the students to apply the skills learned in the activity will be great practice for their future interviews.

NAME: _____

Job Interview Tips and Tricks

DIRECTIONS:

Read and use the article *Top 10 Job Interview Tips and Tricks* and to complete the worksheet.

1. Identify



things you learned about job interviews from this article.

2. Identify



things you found interesting.

3. In your opinion, what is the most important tip or trick discussed in this article? Why?

